



Sunset Beach Police Department

HOUSE CHECK PROGRAM

The Sunset Beach Police Department's House Check Program is designed to help keep your home secure in the event of your departure. We are pleased to provide this program free of charge for all residents.

The Police Department must be notified at least 48 hours in advance if someone will occupy the residence during the house check time period. Said occupant must notify the Police Department of a departure date. If your absence is for thirty (30) days or less, we will attempt to check your home on a daily basis. For absences longer than thirty (30) days, we will attempt to check the premises twice each week. House Checks can be scheduled for a maximum of three (3) months per year. **The Police Department will do their best to ensure the security of your home while you are away, but cannot be held responsible for theft or damage that may occur.**

In order for us to properly assist you, it is important that you fully fill out this form and provide as much information as possible. This will help ensure prompt and professional service, and will assist us in maintaining the security of your property.

Dates to Check – From: ____/____/____ To: ____/____/____

Your Name: _____

Address to be checked: _____

Phone number where you can be reached: _____

Alarm Company: _____ Alarm Code: _____

Vehicles left at house: _____ License Plate #: _____ State: _____

Pets at House: _____ Are they inside or outside? _____

Please list anyone who will also be checking your home: _____

Their phone number: _____

Please list anyone staying at your house during your absence: _____

Please note the location of any lights left on in the house: _____

Please list anyone performing maintenance on your home: _____

To assist us in confirming your identity over the phone, choose a four-digit security **NUMBER**. We recommend using the last four digits of your social security number, but numbers such as your anniversary years or birthdates may also be used. This number should be something easily remembered, and you will be asked for this number by any officer contacting you.

SECURITY CODE:

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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*****PLEASE DO NOT WRITE ON THIS SIDE – TO BE FILLED OUT BY OFFICERS ONLY*****

ADDRESS: _____

DAILY / BIWEEKLY **START** ____/____/____ **END** ____/____/____

[illegible]

Officer Notes:

Revised 06/11/2014